

**City of Seattle**  
**Civil Service Commission**  
**June 16, 2010**

**APPROVED JULY 21, 2010**

**Call to Order:** Commission Chair Steven Jewell called the regular meeting to order at 9:30 a.m. The meeting was in Suite 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98124.

**In Attendance:**

Commission Chair Steven Jewell

Commissioner Ellis H. Casson

Commissioner Gregg Hirakawa

Glenda Graham-Walton, Executive Director

Teresa Jacobs, Administrative Staff Assistant

Gary Smith, Assistant City Attorney

- **PUBLIC COMMENT**

Branda Andrade, Employee Relations Manager, City Light addressed the Commission regarding the appeal of J. Smith v. City Light.

Gary Maehara, City Light Interim HR Director, addressed the Commission regarding his intent to file a motion to disqualify the Hearing Officer in the appeal of Taylor v. City Light.

**ACTION ITEMS**

**1. Approval of Minutes:**

**Approval of March 17, 2010 Meeting Minutes:** Commissioner Hirakawa motioned to table the approval of the minutes until the May meeting when the Commission Chair would be present. Commissioner Casson seconded the motion. The motion passed.

**2. Review Monthly Case Status Report & Appeal-New, Review & Update:**

The Commission reviewed the monthly case status report.

- **Executive Session: Executive Session:** The Commission went into executive session at 10:00 a.m. the executive session ended at 10:30 a.m.

**Review: Anderson v. Seattle Center—CSC No. 09-01-013:** The Commission reviewed the Decision of the Office of the Hearing Examiner and Petition for Review filed by the appellant. Commissioner Hirakawa was the Reviewing Officer. Commissioner Hirakawa moved to affirm the

findings of OHE's that the termination was for just cause. Commissioner Casson seconded. The motion passed.

- **Review: Smith v. City Light --CSC No. 10-03-006:** The Commission considered the decision of the Office of the Hearing Examiner (OHE) regarding the "demotion"/salary reduction. The appeal was referred to the OHE for a determination on jurisdiction. The OHE found that because the appellant did not exhaust the internal grievance process the Commission does not have jurisdiction over the appeal. Commissioner Hirakawa moved to accept the decision of the Hearing Examiner. Commissioner Casson seconded. The motion passed. Staff was asked to dismiss the appeal, but also draft a letter to HR Managers and Directors that express the Commission's concern over employees being held accountable to a process that they may not be aware of and thus losing their employment rights.

### **DISCUSSION ITEMS**

3. **Monthly Summit (Budget Report) Supplemental for Hearing Officer:** The Executive Director reported to the Commission that the budget is at 40% for the year. Staff will continue to be watchful of Hearing Officers' salaries which could easily exceed budget if the number of appeals received stays constant. To help prevent this, appeals will be referred to the OHE.
  4. **Old/New Business:** The Commission discussed draft legislation for this year. Ms. Graham-Walton will present a summary of the issues/rules at the next Commission meeting.
  5. **Other:** The Commission reviewed a letter submitted anonymously regarding City Light employment exams. The Commission took no further action on the issue.
- **Adjourn: The meeting adjourned at 10:30 a.m.**

Respectfully Submitted:

/s/ Teresa R. Jacobs 7/21/2010

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Teresa R. Jacobs  
Administrative Staff Assistant

Approved by:

/s/ Steven A. Jewell 7/21/2010

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Steven A. Jewell  
Commission Chair

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Date